# **Employee Post-Travel Disclosure of Travel Expenses**

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Date/Time Stamp:

APR -5 AM 8: 30

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In compliance with Rube reimbursed/paid for	le 35.2(a) and (c), I n me. I also certify tha	nake the following disclent I have attached:	osures with respect to	travel expenses that have been or will
		orization (Form RE-1), gertification Form with all		y, invitee list, etc.)
Private Sponsor(s) (list	United Nation all):	s Foundation		
Travel date(s):	y, March 5 - Mond	day, March 6, 2017		
Name of accompanying	g family member (if a	ny):	<u>-</u> -	
Relationship to Travele	er: 🗆 Spouse 🗆	Child		
IF THE COST OF LODG INCLUDE LODGING C Expenses for Employe	OSTS IN EMPLOYEE	EASE DUE TO THE ACC EXPENSES. (Attach addi	COMPANYING SPOUS	SE OR DEPENDENT CHILD, ONLY y.)
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith Estimate	\$359	\$169	\$107,81	\$20 (UN Tour)
Actual Amount				
Expenses for Accomp	anying Spouse or De	pendent Child (if applic	able):	
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith Estimate				
☐ Actual Amount				
Provide a description on the necessary.): Please s	of all meetings and ev see attached agen	ents attended. <i>See</i> Senat	e Rule 35.2(c)(6). (A	ttach additional pages if
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03/30/17	ANN HALL BE	2ASHIEQ_		Dulbar.
Date)	(Printed n	ame of traveler)		(Signature of traveler)
TO BE COMPLETED	BY SUPERVISING	MEMBER/OFFICER:		

Thave made a determination that the expenses set out above in connections with travel described in the Employee Pre-Travel Authorization form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

3/30/1<del>2</del> (Revised 1/3/11)

(Signature of Supervising Senator/Officer)

Form RE-2

Date/Time Stamp:

## EMPLOYEE PRE-TRAVEL AUTHORIZATION

<u>Pre-Travel Filing Instructions</u>: Complete and submit this form at least 30 days prior to the travel departure date to the <u>Select Committee</u> on <u>Ethics</u> in <u>SH-220</u>. Incomplete and late travel submissions will <u>not</u> be considered or approved. This form <u>must</u> be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler:	Anne Hall Brashier
Employing Office/Committee:	Senator Thad Cochran
Private Sponsor(s) (list all): United Nation	ns Foundation (UNF)
Travel date(s): Sunday, March 5, 2017	
	for any reason you <u>must</u> notify the Committee.
Destination(s): New York City, New Yo	rk
Explain how this trip is specifically connect	ed to the traveler's official or representational duties:
As a foreign policy aide to Senator the United States and United National the United States and our allies.	Cochran, this trip will educate me on the relationship between ons. We will also discuss other international issues that affect
Name of accompanying family member (if a	
Relationship to Employee:   Spouse	Child
I certify that the information contained in the $02/01/2017$	is form is true, complete and correct to the best of my knowledge:
(Date)	(Signature of Employee)
TO BE COMPLETED BY SUPERVISING SEN Secretary for the Majority, Secretary for the Min	IATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, tority, and Chaplain):
I, Senator Thad Cochran	Anne Hall Brashier
(Print Senator's/Officer's Name)	(Print Traveler's Name)
related expenses for travel to the event descr	accept payment or reimbursement for necessary transportation, lodging, and ribed above. I have determined that this travel is in connection with his or her ler, and will not create the appearance that he or she is using public office for
I have also determined that the attendance of of the Senate. (signify "yes" by checking box)	
2/1/2017 (Date)	(Signature of Supervising Senator/Officer)

(Revised 10/19/15)

January 13, 2017

Ann Hall Brashier, Legislative Assistant Sen. Thad Cochran Dirksen Senate Office Building, Room: 113 Washington, DC 20510

Dear Ann,

On behalf of the United Nations Foundation, I would like to extend an invitation to you to participate in an upcoming learning trip to the United Nations Headquarters in New York on either Friday, March 3 or Monday, March 6.

If you are unfamiliar with the United Nations Foundation, we are a public charity that links the UN's work with others around the world, mobilizing the energy and expertise of policymakers, businesses, and NGOs to help the UN tackle global challenges. As part of our mission, we organize several trips per year to UN Headquarters for Members of Congress and staff, providing an opportunity to learn about the UN's work firsthand and ask questions about a wide range of policy initiatives. Our upcoming March trips will offer a general overview of UN priorities and challenges for 2017, including issues related to the new UN Secretary-General, UN reform, counterterrorism, forced displacement, and peacekeeping.

The basic format of the trip is as follows (please choose the date that works best for your schedule):

<u>Trip 1 (March 3)</u>: The delegation takes the train to New York on Thursday, March 2 evening for a welcome dinner. On Friday, you will attend a series of informational meetings with UN officials and participate in a private tour of the United Nations. The day will end with a working lunch featuring an additional UN guest speaker. You will depart New York by 4pm on Friday.

<u>Trip 2 (March 6)</u>: The format is the same except that the departure date is Sunday, March 5 returning on Monday, March 6 by 4pm.

The UN Foundation will arrange all transportation and accommodations, including one night's hotel stay, and ensure they comply with all Senate ethics guidelines. If you are interested in participating, please let us know which trip (March 3 or March 6) best fits your schedule by FRIDAY, JANUARY 27.

As we begin the year with a new UN Secretary-General and new U. S. President, we hope that you will take this opportunity to learn more about the UN and how it is working to advance U.S. foreign policy, national security, and economic interests both here and around the world.

Sincerely,

Peter Yeo

Vice President of Public Policy United Nations Foundation

### PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1.	Sponsor(s) of the trip (please list all sponsors): United Nations Foundation (UNF)
	<del></del>
2.	Description of the trip: UN Headquarters Congressional Trip
3.	Dates of travel: Sunday, March 5, 2017 - Monday, March 6, 2017
4.	Place of travel: New York City, New York
5.	Name and title of Senate invitees: Please see attached.
6.	I certify that the trip fits one of the following categories:
	(A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.  - OR -
	(B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (see question 9).
7.	I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
	- AND -
	I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8.	I certify that:
	The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for de minimis lobbyist involvement.  - AND -
	The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (see question 9).

9.	USE ONLY IF YOU CHECKED QUESTION 6(B)  I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:
	<ul> <li>(A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member officer, or employee on any segment of the trip.</li> <li>OR –</li> </ul>
	(B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip (see questions 6 and 10).  - OR -
	(C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
10.	USE ONLY IF YOU CHECKED QUESTION 9(B)  If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:
	N/A
	<del></del>
11.	An itinerary for the trip is attached to this form. I certify that the attached itinerary is a detailed (hourby-hour), complete, and final itinerary for the trip.
12.	Briefly describe the role of each sponsor in organizing and conducting the trip:
	UNF is the sole aponsor of this trip, organizing and conducting all aspects of the program and logistics.
	UNF handles all outreach to congressional offices and is the contact for planning purposes.
13.	Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:  UNF works to educate all Americans, including the U.S. Congress, on the importance of a strong
	U.SUN relationship. This learning trip provides an opportunity for congressional staff to visit the UN and
	take part in meetings with UN officials on a variety of international issues.
14.	Briefly describe each sponsor's prior history of sponsoring congressional trips:
	The UN regularly sponsors a mix of domestic and international congressional trips focused on UN issues.
	Between 2011 and 2015, for example, UNF organized staff and Member trips to Atlanta, New York,
	Tanzania, Cameroon, Liberia, Rwanda, Honduras, Haiti, South Sudan, and DR Congo.
	<del></del>

UNF regularly hosts/sponsors Capitol Hill briefings, congressional learning trips, forums, and related							
events and provides publications and other educational materials to educate policymakers, businesses.  NGOs, and the general public on the UN's role in advancing American interests abroad.							
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expense			
Good Faith estimate	\$468	\$169	\$110				
Amounts							
participation or b) the congressional participation	trip involves an event thation:	at is arranged or on	nized without regard ganized specifically w	to congression tith regard to			
participation or b) the congressional participation	trip involves an event th	at is arranged or on	nized without regard ganized specifically w	to congression			
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	Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:			
	Lodging expenses will be below GSA per diem (\$269). Food expenses will be on par with GSA			
	GSA per diem (\$55.50 per day).			
	Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:			
	The class of transportation will be Amtrak Acela and shuttles or cabs to get to/from			
	Pennsylvania Station.			
1	I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).  List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:			
•	N/A			
•	I hereby certify that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.):  Signature of Travel Sponsor:  Peter Yeo, Vice President, Public Bolice.			
	Name and Title: Peter Yeo, Vice President, Public Policy			
	Name of Organization: United Nations Foundation			
1	Address: 1750 Pennsylvania Avenue NW, Suite 300, Washington, DC 20008			
7	relephone Number: (202) 887-9040 (please ask for Troy Wolfe)			
	Fax Number (202) 887-9021			
ŀ	ax Number: (202) 667-3021			

## UNITED NATIONS FOUNDATION

#### AGENDA FOR: Congressional Learning Trip to the United Nations March 5-6, 2017

#### Sunday, March 5, 2017

7:15 PM Meet in hotel lobby for departure to dinner

Location: Westin Hotel, 212 E. 42nd Street, New York, New York 10017

8:00 PM Organizational Dinner with Delegation Participants

Briefing by Stephan Dujarric, Spokesperson for the UN Secretary-General

Location: The National, 557 Lexington Avenue, New York, NY

Monday, March 6, 2017

8:00 AM - 8:15 AM Meet in lobby for departure to the United Nations Foundation

8:30 AM - 9:15 AM Continental Breakfast

Briefing by Melissa Fleming, Spokesperson, Transition Team, Executive Office

of the Secretary-General

Location: United Nations Foundation, 9th Floor

801 2nd Avenue

9:45 AM - 10:30 AM Briefing by Mr. Jeffery Feltman, Under Secretary-General, Department of

**Political Affairs** 

Location: United Nations Headquarters: Conference Room B

10:45 AM - 11:45 AM United Nations Guided Tour/Gift Shop/Passport Office

Location: United Nations Headquarters

12:00 PM - 1:00 PM Briefing by Ms. Simone Monasebian, Representative and Chief of Office, UN

Office of Drugs and Crime

Location: United Nations Headquarters: Conference Room B

1:15 PM - 2:15 PM Working Lunch

Briefing by Ms. Renata Dwan, Chief of Policy and Best Practices Section,

Department of Peacekeeping Operations

Location: United Nations Headquarters, Delegates Dining Room

2:45 PM Depart from hotel for Penn Station

4:00 PM Transportation back to Washington, D.C.

# Senate Invitee List for the UN Foundation Congressional Learning Trip to the UN Sunday, March 5, 2017 – Monday, March 6, 2017

The following Senate staff have been invited to participate in this learning trip to the United Nations Headquarters in New York because they are responsible for issues related to the U.S.-UN relations, UN funding, foreign policy, military engagement, humanitarian aid, international development, women's issues, and/or human rights.

- Ty Mabry, Legislative Assistant
   Sen. Thad Cochran (R-MS), Senate Appropriations Committee
- Ann Hall Brashier, Legislative Assistant
   Sen. Thad Cochran (R-MS), Senate Appropriations Committee
- Jeremy Steslicki, Legislative Assistant
   Sen. Tammy Baldwin (D-WI), Senate Appropriations Committee
- Patricia Boh, Legislative Correspondent
   Sen. Tom Cotton (R-AR), Senate Armed Services Committee
- Liz Banicki, Legislative Assistant
   Sen. Dan Sullivan (R-AK), Senate Armed Services Committee
- Taryn Frideres, General Counsel
   Sen. Joni Ernst (R-IA), Senate Armed Services Committee